

March 3, 2004

RE: New Courthouse Renovations
Fauquier County, Virginia
430760

Mr. Tony Hooper
Acting Deputy County Administrator
40 Culpeper Street
Warrenton, VA 20186

Dear Tony:

We are writing this letter to summarize the strategies being considered to reduce the cost of the project. To set the backdrop for this discussion, the chronology of the cost estimates to date is as follows:

July 2003: Further Study of Expansion Concepts Report

Construction Cost:	\$1,874,050
Contingency:	<u>\$241,020</u>
	\$2,115,070

Furnishings & Project Costs:	<u>\$536,146</u>
Total Project:	\$2,651,216

November 2003: Schematic Design Cost Estimate

Construction Cost:	\$2,471,276
Contingency:	<u>\$240,513</u>
	\$2,711,789

Furnishings & Project Costs:	<u>\$536,146</u>
Total Project:	\$3,247,935

January 2004: Design Development Cost Estimate

Construction Cost:	\$2,744,531
Contingency:	<u>\$134,249</u>
	\$2,878,780

Furnishings & Project Costs:	<u>\$536,146</u>
Total Project:	\$3,414,926

The largest disparity in this process occurred between the July 2003 and the November 2003 estimates. The increase in scope between July and November is the primary contributor to the \$596,719 (22.5%) increase.

Front Lobby (incl. contingency)	\$300,000
ADA Ramp (incl. contingency)	<u>\$10,000</u>
	\$310,000 (11.5%)

The remaining \$286,719 (11%) can be attributed to construction market conditions and a more complete understanding of the scope of the required renovations as the project progressed.

Several strategies have been identified for consideration to reduce the cost of the project. The following discusses the impact of each strategy:

1. Delete the Front Lobby and Toilets addition. The purpose of expanding the Circuit Court Lobby is to significantly improve security for the circuit court. This would be achieved as follows:
 - 1.1. The larger lobby will provide additional space necessary for a metal detector, x-ray machine, and queuing area needed for security screening of everyone entering the courtrooms.
 - 1.2. Separating the courtroom entrance and lobby from the rest of the building will allow all courtroom visitors to be screened. When court is in session, visitors to other functions will use the other building entrances, without having to go through the checkpoint. Access to the courtroom lobby from the main building will not be allowed when court is in session. When court is not in session, the doors connecting the courtroom lobby to the main building can be opened, allowing use of the front entrance for ingress and egress for all building functions.
 - 1.3. In order to maximize security by segregating screened courtroom visitors from other building areas and vice versa, the new lobby will require public toilets. Otherwise, access to and from the existing toilets in the main building would be necessary. That would result in a "back door" to the courts lobby without a security checkpoint, allowing people who have not been screened to enter from the main building.
 - 1.4. The overall benefit of this concept is that it improves the security of the courtrooms. The degree to which this concept improves the security and function of the court operations must be weighed against the cost for implementation. The cost of this work is estimated at approximately \$270,000 to \$300,000. This part of the project is relatively isolated from the rest of the renovation work and could be postponed without affecting other proposed alterations. If it is decided to do this work later, the costs would likely rise due to inflation and to the reduced economy of scale with a smaller project.
 - 1.5. The Sheriff's office has corresponded with you and maintains the existing layout of the building is not as safe as it could be and that it is confusing, challenging for Bailiffs, and makes screening difficult due to the mixing of courts and administrative populations. They prefer the design as proposed. They suggested an alternative of limiting entrance to the entire building through one door, Ashby Street. The benefit would be screening of all building occupants, not just the courts. It would require an annual staffing cost of approximately \$50,000. Additional space would need to be taken from the Clerk of Court to achieve this.
 - 1.6. Another alternative would be to make the front doors exit only and provide a security checkpoint in the second floor lobby where the information booth is

currently located. This would likely cause congestion with the administrative functions, particularly the Treasurer and Commissioner of the Revenue's offices. Court traffic would continue to mix with the administrative traffic, and court visitors would have to be re-screened when they leave the courtroom area to use the existing toilets.

2. Delete the proposed third internal elevator. The purpose of the third elevator is to provide secure access for the Judges from the courtrooms to their relocated chambers on the fourth floor. It would limit the Judges contact with the public, defendants, and attorneys, etc., thereby reducing the judge's exposure to associated security risks. The estimated cost associated with this elevator is \$150,000 to \$175,000.

- 2.1. Under this scenario, one of the two existing elevators would be re-keyed in such a way as to limit access only to the Judges. The public could be denied access to this elevator 100% of the time or only when the Judges access the elevator with their key.

- 2.2. The current design expands the Clerk's office by taking advantage of the first floor corridor by locating service windows in it. The public would wait for and access services from this area rather than in additional space within the Clerk's area. With the deletion of the third elevator, the Judge would use this same space to access the existing elevators. This close contact with the public is not recommended for safety reasons. This corridor would most likely need to be retained primarily for Judge and Court Staff use. As a result, the space gained for the Clerk by the current design would essentially be lost. The Clerk would, in all likelihood, not gain any additional space.

3. Locate the third elevator on the exterior of the building:

- 3.1. The cost savings would be negligible. An exterior elevator would require face brick, cast stone and the additional labor and scaffolding to erect it. These additional costs would offset the savings gained.

- 3.2. We have evaluated several exterior locations for the elevator. The only viable location would be on the north side on the window bay closest to the building entrance near the Warren Green building. This concept is not ideal. It would require more circulation space to access the elevator, thus reducing the amount of usable office space. With regard to the current design, it would require relocation/redesign of the Visiting Judge's Chamber. It would likely adversely affect the Commonwealth's Attorney's space as well.

4. Redesign fourth floor layout to use as much of the existing construction as possible:

- 4.1. The First Concept (attached) was presented to Judge Parker, Gail Barb, and Jonathan Lynn on 2/26/04. Judge Parker thought the layout for his space would suffice. Jonathan Lynn was not satisfied with the layout because of these deficiencies, and mentioned that he would almost prefer to remain in his existing layout until a more acceptable solution could be reached. Gail Barb noted the concern detailed in item 2.2 above. Judge Parker also supported this concern.

4.2. The First Concept is deficient in the following areas:

- Circuitous hallways. Circulation through the Work Room.
- Toilet room access is awkward.
- Three conference rooms instead of four.
- Shared conference room is unacceptable. Judge Parker said that it could be dedicated to the Commonwealth's Attorney since his conference room is as large as it is.
- Some offices are too narrow.
- The reception area is too small.

4.3. The Second Concept (attached) was developed in an attempt to address Jonathan Lynn's concerns. Mr. Lynn has not reviewed it as of this date. Relative to the current design, it lacks the following:

- A fifth Assistant Commonwealth's Attorney's office.
- A second conference room for the Commonwealth's Attorney.
- The Judges' small conference room. Based on Judge Parker's reaction to the First Concept, this is likely acceptable.

As you know, we have essentially put this project on hold from a design production standpoint since these potential scope reductions became apparent at the FIPC meeting on February 3, 2004. Once the hard decisions are made and the final scope can be committed to, it should take us approximately 6 weeks to complete the documents, depending on the magnitude of changes. If a conclusion can be reached on March 9, 2004, then that puts us advertising for bids around the first week of May and receiving bids in early June.

Each of the strategies has drawbacks. It will be up to Fauquier County to determine if the costs saved are worth the reduced safety and usefulness of the building. We hope that this summary information will help you in those efforts. Please let us know if there is anything else we can do to assist you.

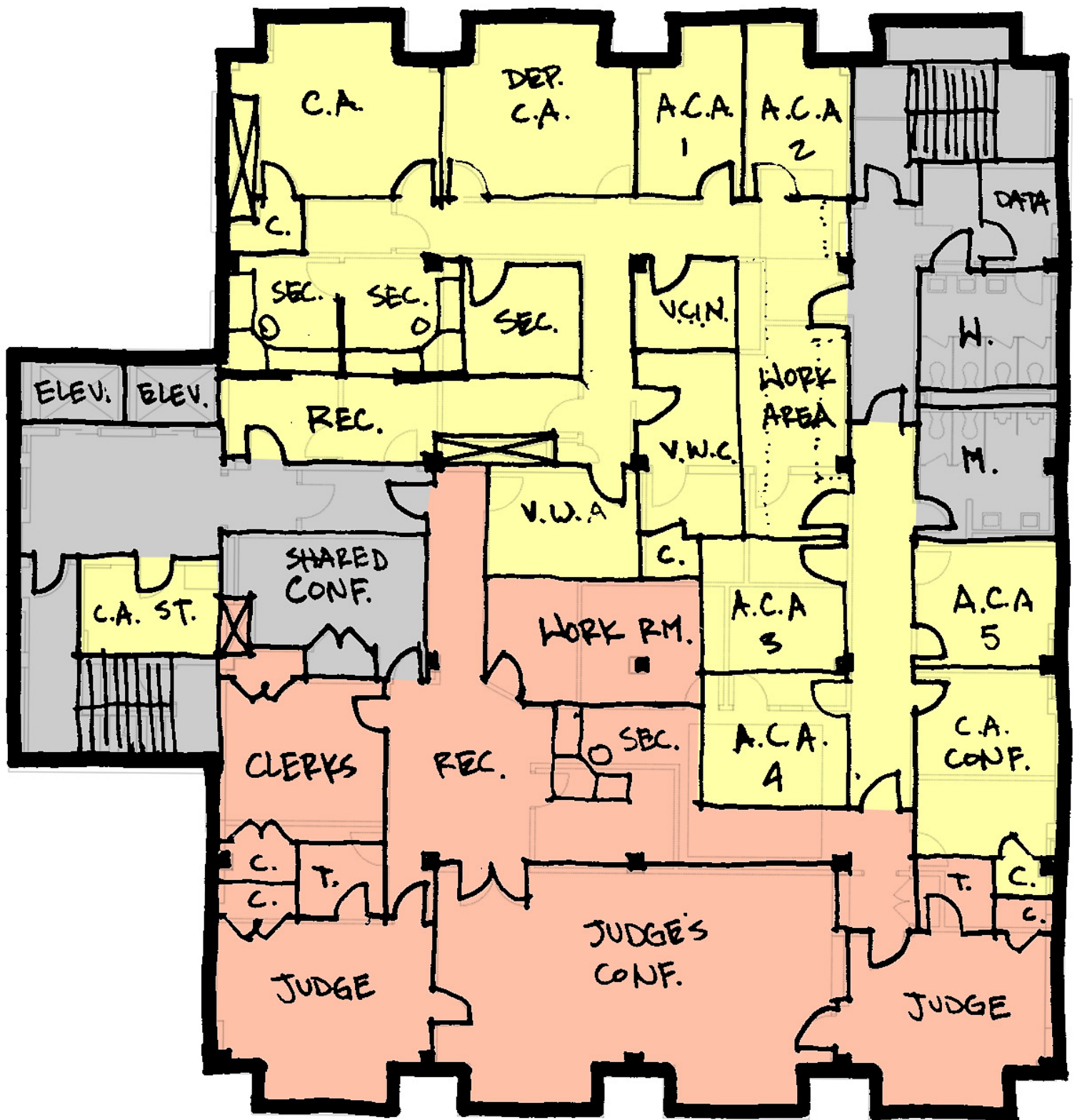
Sincerely,

William. B. Laughlin, AIA
Vice President

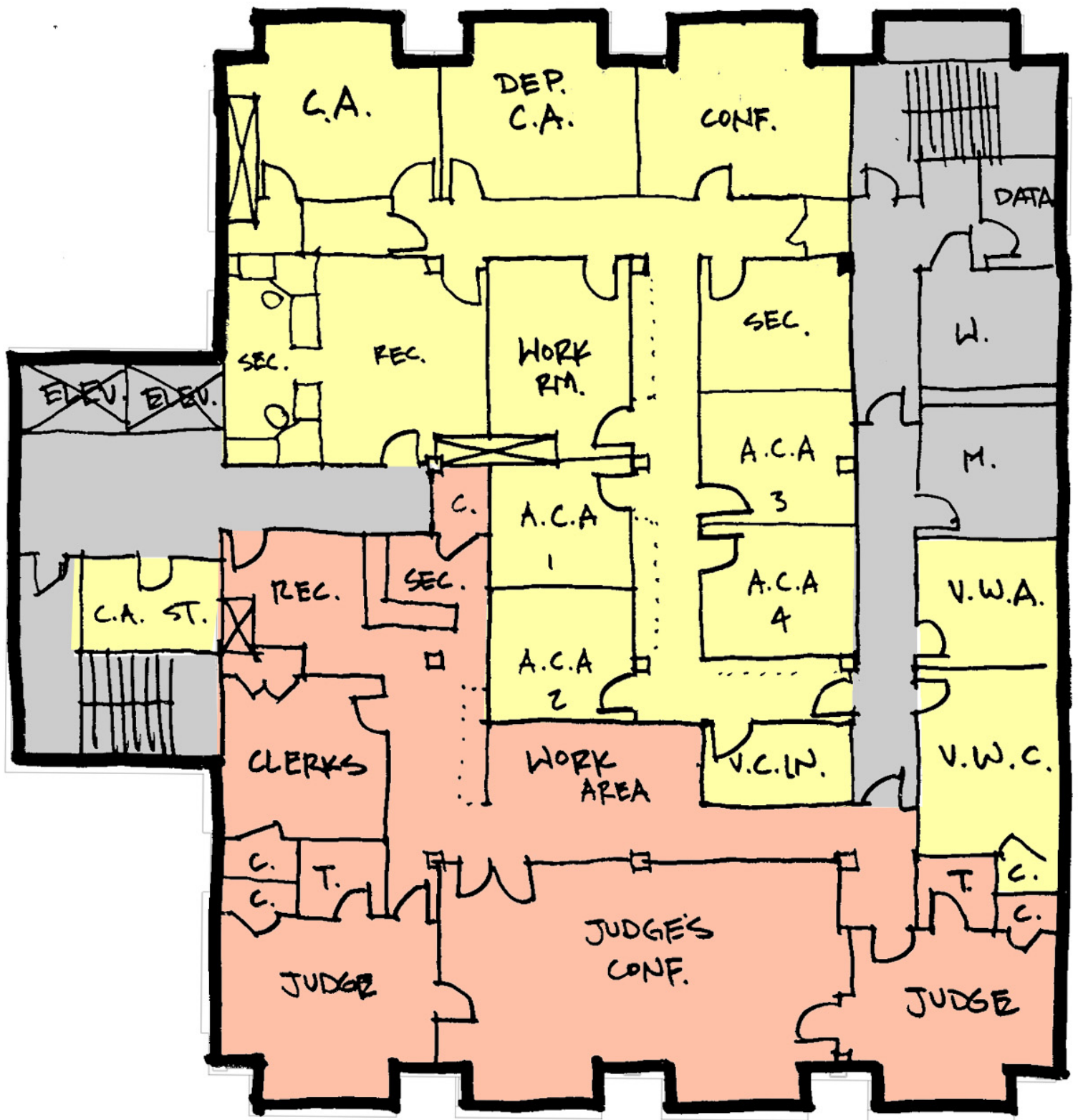
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cc: Mr. Jay Moore
Mr. Ron Davenport

The above contains the writer's recollection of several discussions and decisions. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.



Fourth Floor Re-Design - First Concept



Fourth Floor Re-Design - Second Concept